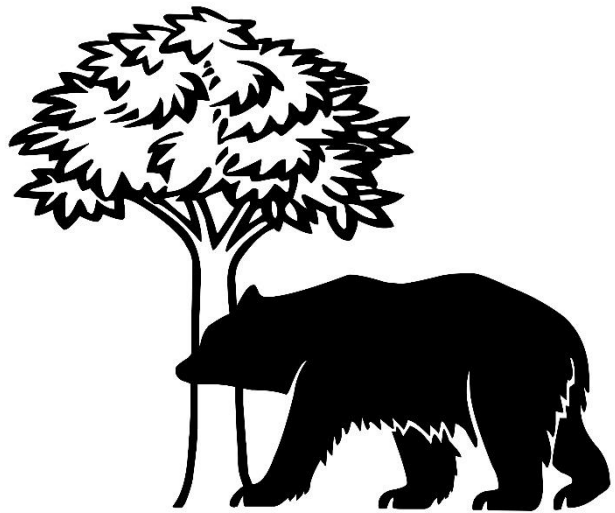


**BERWICK-UPON-TWEED TOWN COUNCIL**



**Berwick-upon-Tweed  
Town Council**

Minutes of the Town Council Planning Committee Meeting held on Monday 21<sup>st</sup> October 2024 at 6.00pm in The Meeting Room, Berwick-upon-Tweed Town Council Office, Unit 1, 82 – 88 Marygate, Berwick-upon-Tweed

**PRESENT:**

Councillors: T Stewart (Chair)  
J Robertson  
M Greener  
G Smith

**IN ATTENDANCE:**

Stephen Robinson, Operations Manager  
Councillor P Rowe  
No Members of the Public

MINUTE NO.	TITLE AND DESCRIPTION OF ITEM	Mover	Secunder	Decision
<b>P044/24</b>	<b>OPEN SESSION</b>			
	Members of the public may make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.  This is for a period of 15 minutes overall and is limited to 3 minutes per person.	N/A	N/A	There were no members of the public present.
<b>P045/24</b>	<b>APOLOGIES FOR ABSENCE</b>			
	To receive apologies for absence.	N/A	N/A	Apologies received from Cllr R Driver.
<b>P046/24</b>	<b>MINUTES</b>			
	To sign as a correct record the minutes of the Berwick-upon-Tweed Town Council Planning Committee meeting held on Monday 29 July 2024.	MG	RD	The Committee <b>RESOLVED</b> that the minutes of the meeting held on Monday 16 <sup>th</sup> of September, were agreed and signed as a correct record.
<b>P047/24</b>	<b>DISCLOSURE OF INTERESTS</b>			
	(i) Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct	N/A	N/A	Councillors Stewart and Greener declared an interest in application 24/03289/LBC as they are Freeman Trustees. It was <b>RESOLVED</b> they would abstain from the vote.

	<p>adopted by the Council on 9 July 2012, and are reminded that if they have any personal interests of a prejudicial nature they must not participate in any discussion or vote on the matter and must leave the room.</p> <p>(ii) To receive and consider requests from members who have a Disclosable Pecuniary Interest in any items on the agenda an application for dispensation under section 33 of the Localism Act 2011 to enable members to participate in discussions and voting.</p>			<p>ii. There were no requests for dispensation.</p>
<b>P048/24</b>	<b>APPLICATIONS FOR PLANNING PERMISSION</b>			
	<p><b>Ref No:</b> 24/03187/VARYCO  <b>Description:</b> Variation of Conditions 2 (approved plans), 3 (fire protection), Removal of Conditions 4 (plumbing), 5 (pedestrian access to Ravensdowne), 6 (rainwater goods) on approved application 24/01616/FUL in order to have an alternative internal proposed layout, alternations, reduced scope, condition wording to be varied requiring works to be carried out in accordance with relevant fire protection information.  <b>Address:</b> Berwick Barracks Parade Berwick-Upon-Tweed Northumberland TD15 1DF</p>	<p>Nem con</p>		<p>Councillors considered draft response from officer. Councillor Greener added that if the gate onto Ravensdowne is removed, how will artists access the workspaces? Will they still have 24-hour access? Councillors <b>RESOLVED</b> to add Councillor Greener's comments to the draft comment or submit a second comment</p>
	<p><b>Ref No:</b> 24/03240/ADE</p>	<p>Nem con</p>		<p>Councillors debated the size/style/lighting of the signs and noted they had already been installed</p>

	<p><b>Description:</b> Advertisement consent for Drive thru directional sign, clearance bar, preview menu board, Starbucks order canopy, Panel menu boards, 305 Wordmark, 2no 750mm External single sided roundel, 2no 1500mm External single sided roundel, built up Acrylic drive thru text, No entry / Thank you directional sign, Starbucks D/s banner frame.</p> <p><b>Address:</b> The Meadow House Inn, House North Road Berwick-Upon-Tweed Northumberland TD15 1UR</p>			<p>prior to planning been granted. Councillors <b>RESOLVED</b> to comment that they wish for the signs to be turned off outside operational hours and convey their disappointment to the installation being done before permission granted.</p>
	<p><b>Ref No:</b> 24/03239/FUL</p> <p><b>Description:</b> Proposed signage and external condenser units.</p> <p><b>Address:</b> The Meadow House Inn, House North Road Berwick-Upon-Tweed Northumberland TD15 1UR</p>			<p>No objections to the external condensers. Councillors resolved to repeat the comments above about signage.</p>
	<p><b>Ref No:</b> 24/03289/LBC</p> <p><b>Description:</b> Listed building consent for provision of a passenger lift, a platform lift in ante room, side door access ramp, reinstatement of Victorian side stair as well as internal alterations including relocation of cafe, cafe kitchen and toilets and some works to fire doors.</p> <p><b>Address:</b> Town Hall Marygate Berwick-Upon-Tweed Northumberland TD15 1BN</p>			<p>No objections. Councillors <b>RESOLVED</b> to add a letter of support for the work.</p>
	<p><b>Ref No:</b> 24/03352/FUL</p> <p><b>Description:</b> Proposed alterations and extension to care home to create revised entrance/reception area.</p> <p><b>Address:</b> La Cura House North Road Berwick-Upon-Tweed Northumberland TD15 1PL</p>			<p>No objections</p>

	<p><b>Ref No:</b> 24/03524/FUL</p> <p><b>Description:</b> Removal of 6no. existing windows and replacement with new in North East elevation to first and second floors</p> <p><b>Address:</b> 87 Marygate Berwick-Upon-Tweed Northumberland TD15 1BA</p>			No objections
<b>P049/24</b>	<b>PLANNING APPLICATION DECISION LIST</b>			
	To note the list of planning application decisions for September 2024.	Nem con		The decisions provided in the attachment were noted. Councillors <b>RESOLVED</b> to follow up on 24/01359/VARYCO with Bernicia on the management of vacant plots. Councillors expressed disappointment that application 24/00199/VARYCO been granted as BTC's previous comments had not been addressed.
<b>P050/24</b>	<b>NEIGHBOURHOOD PLAN</b>			
	To receive a verbal update	Nem con		The Committee was updated on progress. TS addressed how the timescale is longer than expected due to having to update more than expected. TS gave update from meeting with Northumberland County Council. Councillors discussed extending the conservation area, article 4 directives and their use on empty commercial buildings. The next meeting with NCC is being arranged and work is continuing. It was <b>RESOLVED</b> that the area between and including

				Castle Terrace and North Road will be requested to be added to the conservation area. Article 4 directives will be used on non-designated assets in conservation area and the key shopping area to be reviewed and updated in NHP. Proposed GS. Seconded MG.
<b>P051/24</b>	<b>ACTION PLAN</b>			
	To receive an update	Nem con		The Committee considered the Planning items on the Action Plan and updated it accordingly. It was <b>RESOLVED</b> that the Councillors would be provided with A3 printouts of their ward where they could highlight those areas where dropped kerbs were needed.
<b>P052/24</b>	<b>DATE OF NEXT MEETING</b>			
	The date of the next meeting will be held on Monday 18 <sup>th</sup> of November 2024 at 6.00 pm.	N/A	N/A	Noted.